

RECORD OF PROCEEDINGS
MIAMI TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held

MARCH 16, 2021

20

The Miami Township Board of Trustees met in a regular virtual session, as permitted in Bill 197 passed by the Ohio General Assembly, on Tuesday, March 16, 2021 at 7:00 PM. Trustee Wolff called the meeting to order and led the Pledge of Allegiance. The invocation was given. Mr. Ferry called the roll. Attending were Mary Makley Wolff, Karl Schultz, and Ken Tracy.

Mr. Tracy made a motion to approve the minutes of the February 16, 2021 Trustee Business Meeting and March 8, 2021 Trustee Work Session, seconded by Mr. Schultz with all voting "AYE".

Correspondence: Mr. Ferry advised of one liquor permit for Fuego Taqueria Cantina, LLC, 1220 State Route 28, Suite A. There were no objections from the Police Department and no hearing was requested.

Department Reports: A representative of each department presented a report of activities during the month of February 2021.

Old Business: None.

New Business: Mr. Schultz made a motion to pay the bills of the Township: 194 checks numbered 138824 to 139017 and 23 electronic checks numbered 2005 to 2027 for the total amount of \$1,317,239.54 plus payroll and payroll taxes for the check dates 2/26/2021 in the amount of \$315,332.10 and 3/12/2021 in the amount of \$289,377.92, seconded by Mr. Tracy with all voting "AYE".

Ms. Wolff advised of the need for a Then and Now Certificate in the amount of \$98,729.96.

Mr. Tracy made a motion to adopt Resolution 2021-09 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$98,729.96 and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of a request from Chief Kelly to accept the resignation of part-time Firefighter/Paramedic Christopher Dotson that would be effective March 8, 2021. He shared that Chris transitioned from full-time to part-time with the Township after being hired as a Captain at the Salem-Morrow Fire Department. Mr. Dotson has since found his new duties require more of his time than anticipated. Mr. Wright wished him much success in his new role.

Mr. Schultz made a motion to accept the resignation of part-time FF/Medic Christopher Dotson effective March 8, 2021, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised as discussed at the last work session, Chief Kelly has informed the Township that repairs are necessary on the interior metal staircase at the Live Oaks Training Tower. He shared this was anticipated and included in this year's budget. He stated the Township does use the training tower frequently throughout the year which is also used by other agencies as well as with the new internship program with Loveland and Milford High Schools. He noted the tower dates back to the late 1960s and the stairs are likely original and had not been repaired or replaced. He stated that three companies quoted the specialized heavy duty metal welding work to be performed and the cost came in under budget. Mr. Wright requested the Board authorize to assign the repairs to Sauerwein Welding, Inc. at a cost not to exceed \$10,000.

Discussion was held by the Board on a previous structural study to ensure the overall safety of the tower and the possibility of cost-sharing the repair expense.

Mr. Schultz made a motion to approve repairs to the Live Oaks Training Tower to be performed by Sauerwein Welding, Inc. at a cost not to exceed \$10,000, seconded by Mr. Tracy with all voting "AYE".

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Mr. Wright advised that all 16 fire agencies in Clermont County in 2011 joined together and agreed on a mutual aid contract. He noted there were some revisions made to the contract in 2014, but none since then. He stated it is a requirement related to FEMA guidelines for emergency response and disaster-related expense reimbursements so there needs to be renewal of the contract. No changes were proposed. A motion was requested to renew the contract.

Mr. Tracy made a motion to renew the Clermont County Fire Chiefs' Alliance Hazard Zone Management Plan, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that as discussed at the recent work session that the Leming House restoration project has been budgeted for a few years. A full investigation was conducted by Prodigy Building Solutions who looked at components of the existing structure which dates back to 1844. He stated that Prodigy reviewed the scope of work and bid out to the various trades through a cooperative purchasing contract called TIPS USA.

Mr. Wright reviewed the numerous categories of work across several specialties, which include adding an air conditioner, gas furnace, replacement of over 450 original bricks, tuckpointing, and adding weep holes and vents. He explained work is also proposed to be performed to divert groundwater away from the foundation. He stated that the price did come in lower and additional work was added at the direction of the Board received at the work session to look at additional rooms on the interior of the building. He requested the proposal be approved at an amount not to exceed \$140,000.

Mr. Schultz made a motion to contract with Prodigy Building Solutions for a restoration project at the Leming House for a cost not to exceed \$140,000, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that the Police, Service and Fire Departments now have equipment that are superfluous for carrying out the activities of those departments. He stated they would like to request the Board approve and adopt a resolution to authorize the placement of those items on a public web bid site.

Mr. Tracy made a motion to adopt Resolution 2021-10 a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by internet auction pursuant to Section 505.10 of the Ohio Revised Code and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need for replacement turnout gear for the Fire Department. He stated the gear when actively used has a life of only ten years per national standards within the fire industry. He stated the Township does allot to make replacements every few years on a cycle to avoid replacing every piece of turnout gear at the same time. He shared that Chief Kelly learned that the supplier of the gear will have a price increase on April 1st of three percent. He stated they would like to have authority from the Board to purchase 20 full sets of turnout gear from Phoenix Safety Outfitters for a total amount of \$54,380.

Mr. Tracy made a motion to approve the purchase of twenty (20) sets of turnout gear for 2021 from Phoenix Safety Outfitters in the amount of \$54,380.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that as discussed at the work session with Chief Kelly, because there was a long-tenured member of the Fire & EMS Department, Capt. Brian Gulat, who retired and was responsible for training, the Department is taking the opportunity to re-evaluate and look at additional duties. He referenced that discussed at the work session was coordination with other agencies in the region not only Fire & EMS but other life safety organizations. He stated that it is being proposed to re-evaluate and have the former Captain's position be a Division Chief.

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Mr. Wright elaborated this would be a cost-benefit for the Township to consider. The salary range for the position is anticipated to be less than the Captain's position as it would not be non-exempt. An updated organizational chart was added as part of the proposal for the Board to consider.

Mr. Tracy made a motion to establish an FLSA exempt job classification of Division Chief of Community Risk Reduction with an annual salary range of \$97,145.97 to \$102,298.94, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised there were several bidders on the 2021 Park Resurfacing Project. He stated the Township would be able to achieve an economy of scale as this will include resurfacing of the asphalt lots at Riverview and Paxton Ramsey parks as well as resurfacing the walking trail at Paxton Ramsey Park. He noted they are combining a few of the Fire & EMS Station locations to do some patching of their parking lots also. The low bid was received from Neyra Paving is also a company the Township has had experience with in the past. He stated it is being recommended that the paving contract be awarded to Neyra Paving in the amount of \$177,907.82.

Mr. Schultz made a motion to award Neyra Paving the 2021 Park Resurfacing project as the lowest and best bid at a cost not to exceed \$177,907.82, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised of a request for the Board's approval to pass a resolution that would authorize him to apply for a grant that is due March 26th to the Clermont County Community and Economic Development Department. He stated Miami Township has had limited opportunities in the past to work on this grant program as it only has one census tract in the Township that is designated as a Low to Moderate Income (LMI) area. He stated there are a lot of parameters that come with a Community Development Block Grant program. He explained that specifically the funds have to be in the LMI designated area and there are limited ways in which the funds can be expended.

Mr. Wright stated the project being proposed is to add sidewalks on the southside of Business 28, generally between Cook Road and Highview. He reviewed the existing conditions of this area and noted the primary purpose of the improvement would be to add safe pedestrian connectivity for residents in a high density area. He stated if successful the funds would be available in 2022 and a TIF district has been identified for utilization toward the local match for the infrastructure improvement.

Mr. Tracy made a motion to approve Resolution 2021-11 to authorize the Administrator to apply to Clermont County for the Community Development Block Grant funds and to execute a cooperation agreement as required with the Clermont County Board of Commissioners and declare an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that as discussed at the work session, and with Ms. Thibodeau as the project manager, a proposal is being made to replace the carpeted flooring in the Clermont Room to a more resilient vinyl plank flooring. Ms. Thibodeau has received three bids from local flooring companies, and she reported a better experience in the past with McSwain. It is being recommended that McSwain be utilized as the vendor for the project.

Mr. Schultz made a motion to approve the purchase of vinyl plank flooring in the Clermont Room through McSwain Carpet & Floors in the amount of \$5,889.00, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that as discussed at the work session, the Service Department roof still has its original flat roof and while the Township has owned the building for 12-14 years, it was a good outcome that the Township realize a savings by repurposing the existing building. This item was budgeted for this year and per the direction received from the Board at the work session, economy of scale was discussed of

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purchase they made of the empty commercial building located at 887 A Route 28 and to fully rehab and expand the building for a restaurant called, "All Hail the Biscuit". Mr. Wright stated this item is scheduled to be on the Board of County Commissioners' agenda this month and after a review by the County Prosecutor's office, an opinion was given to have the resolution and agreement revised to reflect that the real estate is owned by House Restaurants, LLC and the restaurant will be operated by a different company—All Hail the Biscuit. He stated a new resolution was proposed to reflect both companies as parties in the agreement also.

Mr. Tracy made a motion to adopt Resolution 2021-12 authorizing a tax abatement to All Hail the Biscuit, LLC and House Restaurants, LLC through the Rural Enterprise Zone Legislation and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the County water line easement that was presented to him Friday afternoon was the water line replacement project on McPicken Drive. He stated this has been a project in the planning stages for several years. He commented the Township is a strong proponent of this as there have been a lot of water main breaks on McPicken.

Mr. Wright stated the County is in need of requiring from the Township an eight foot wide easement along our property line at Fire Station 26 and the Police Department. He stated the Township would retain ownership of the property and would be granting access to the County should they need to make repairs in the future of the new water line. He commented that staff does not have any concerns with the project or easement location; it will not impact operations at the Police or Fire Stations.

Mr. Wright advised the County has prepared a settlement sheet that has determined the value at \$6,035.65. It was recommended the Board accept the offer and noted Law Director Braun reviewed the settlement sheet and found it to be satisfactory.

Mr. Schultz made a motion to accept the offer of \$6,035.65 from the Board of Clermont County Commissioners for a waterline easement located on McPicken Drive, recommend the Board execute the Settlement Sheet and authorize the Township Administrator, with approval of the Law Director, to execute any and all documents associated with the granting of this standard utility easement, seconded by Mr. Tracy with all voting "AYE".

Discussion was held by the Board regarding when to return to in-person meetings as relates to available COVID-19 vaccinations. Mr. Tracy made a motion that in-person meetings will resume on May 1st 2021, seconded by Mr. Schultz with all voting "AYE".

Public Comment: None.

Executive Session: Mr. Schultz made a motion to go into executive session to consult with counsel regarding pending or imminent litigation pursuant to Ohio Revised Code Section 121.22(G)(3), seconded by Mr. Tracy with all voting "AYE".

Mr. Tracy made a motion to come out of executive session, seconded by Mr. Schultz with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 8:50 p.m.

ATTEST:

Eric C. Ferry

Eric C. Ferry, Fiscal Officer

Mary Makley Wolff

Mary Makley Wolff, Chairperson